

Dodge County Local Emergency Planning Committee

<u>LEPC Meeting Minutes</u> Wednesday, April 17 2013 1:01 PM – 1:45 PM

Dodge County Law Enforcement Center - EOC

Members present:

Heather Lang, Wal-Mart DC/Facility Rep Sarah Neu, Member At-Large (Alt) Medical Aaron David, County Board Member Don Wellnitz, HAZMAT Jody Langfeldt, Public Health Alan Mannel, Beaver Dam Fire Department Kraig Biefeld, Watertown Fire & EMS Christine Thompson, Watertown Regional

John Haase, Dodge County Highway (Alt) Joe Meagher, Emergency Management Trista Pruett, Beaver Dam Daily Citizen Steve Allermann, Dodge County Sheriff

Excused:

Dan Heim, DNR Muriel Harper, Red Cross Eric Martin, Seneca/Facility Rep Mike Stanek, UW Extension

Others present:

Steve Neitzel, Mayor, City of Horicon

1. Call to Order

Chairperson, Jody Langfeldt, called the meeting to order at 1:01 PM.

2. Roll Call of Members

Round table introductions were done. A welcome was extended to new members Christine Thompson (Hospital), Kraig Biefeld (EMS), Trista Pruett (Media), and Mike Stanek (Agriculture).

3. Review and approval of minutes of July 18th 2012 and January 16, 2013. Motion by Al Mannel, second by Steve Allermann to approve the minutes of both the July 18, 2013 and January 16, 2013 meeting as presented. Motion Carried.

4. Correspondence

None

5. Public Comments

Steve Neitzel, City of Horicon Mayor, reported to the committee that the bridge is out on County E by John Deere. An open meeting has been announced for tonight (April 17) to provide information. He wanted to notify us in case we need to review emergency response plans. The

bridge could be closed for over a year, while repairs are being done. Chief Joe Adamson has been appointed as the local Emergency Management Director for the City of Horicon.

6. Review/Update LEPC By-Laws and Review/Designate LEPC Facility Compliance Inspector

This is an annual requirement of the LEPC for the Emergency Management Plan of Work, which could not be vote on at the January meeting (when we usually do this) as we didn't have a quorum. Bi-laws were discussed it was brought up that we may want to review meeting location as indicated at next year's review. After final discussion of the by-laws, which also designate the facility compliance inspector as the State of Wisconsin, motion to accept the as printed by Aaron David, second by Steve Allerman. **Motion Carried.**

7. Review/Update LEPC Membership/Appointment List to recommend to County Board Chairman

Joe reviewed the membership list with the attendees, which had already been discussed in January. In late March, Amy submitted the list to the County Board Chairman with four suggested changes, as discussed: Trista Pruett will replace Zach Heilprin representing the media, Mike Stanek will replace Dave Laatch for UW-Extension representing agriculture, Kraig Biefeld will replace Perle Macheel representing EMS and Christine Thompson will replace Anna Heller representing hospitals. On April 16, 2013, Russell Kottke, County Board Chairman made the appointments official, which will take affect on May 1, 2013. Steve Allerman advised the group that he will be retiring and a replacement to represent the Sheriff's office will be needed and he has some ideas for replacement and will discuss them with Joe and Amy. Steve believes his final day of work will be in early July.

A. Recognition of past members years of service to LEPC

Joe will present certificates signed by the Emergency Management Director and the County Board Chairman and then forward one to each of the retiring members. The membership also asked the minutes to reflect their appreciation for their years of service and dedication to the LEPC.

8. EPCRA Report

2013 POW Site Visits (15 total)

The first half of the 2013 plan of work started on November 1 2012. The County-wide Farm Plan was completed as of February 1, 2013 with the following updates completed:

Brisky Brothers - REMOVED

Eugene Coughlin – REMOVED John Meylink

Margaret Ganske Farm

Neal J. Stippich

Roger Pribnow Farm - REMOVED

Ron Ganske – REMOVED

Tom Dooley Orchard Witte's Century Farm - REMOVED Douglas Korth

Fairview Farm Larry Moul Farm

Michael Vande Slunt Nitschke Grain Farms

Reible Farms

Springhill Stock Farm

Ver-Jan Acres

New off-site facility plan for the following sites were also completed for the following sites:

Pepsi Beverages Horicon Well #5

Quad Graphics - Hartford

Gleason Reel

New plans for United Co-Op, Raceway Rd. and Michaels Corporation will be completed by the end of this year's plan of work (September 30, 2013).

9. Reports/Announcement by Groups

A. County Board - Aaron David

Aaron said the County Board approved the LEPC appointment list and had nothing more to report.

B. Senate - Sen. Scott Fitzgerald

None

C. Law Enforcement - Steve Allermann

Rain is becoming an issue as we all know. Steve also indicated he will be retiring sometime this summer and thanked the committee for all the years of support

D. Fire - Alan Mannel

Alan said that the fire departments are moving along with implementing MABAS; only two departments are struggling with the acceptance of the approved accountability system. Chief Mannel is now President of the Dodge County Fire Chiefs Association. On July 16, 2013, Beaver Dam will hold a mass casualty drill with multiple agencies and the school district.

E. First Responder/EMS - Kraig Biefeld

None

F. HAZMAT - Don Wellnitz

Don told the group that the HAZMAT team's chlorine meters are out of service until we can gain the funding to replace them. Until the units can be replaced, we will need to rely on mutual aid sources for chlorine meters.

G. Medical Examiner - P.J. Schoebel

None

H. Health - Jody Langfeldt

Jody said that public health will be moving to a new location on County Road DF once the renovation project of the old Clearview North building is complete. On July 7, 2013, the state will hold a regional exercise in Madison called Operation Mayhem. Public Health has also been meeting for the planning of a Dodge County, Jefferson County and City of Watertown mass medication delivery plan. The state is no longer concerned about this year's strain of flu, which came with force but has since subsided. Public Health continues to monitor the "Bird Flu" in China.

I. Hospital - Christine Thompson

The hospital has restructured their planning areas and distributed Anna Heller's former job to a group of employees who have interest in specific areas of each hospital planning facet. The new committee is performing a complete review of all the hospital plans and they are pleased with how the project is the progressing.

J. Red Cross - Muriel Harper

None

K. Environment - Dan Heim

None

L. Agriculture – Mike Stanek

None

M. Transportation - John Haase

John said that the Highway Shop is starting to transition from winter to spring. So far the only project identified for construction will be Highway A, North of Fox Lake which will be shut down for most of the summer.

N. Community - Sarah Neu

Sarah gave everyone a handout on safety while driving and the fact that studies are showing more adult drivers are texting while driving.

O. Facility - Heather Lang

None

P. Broadcast/Print Media - Trista Pruett

None

Q. School - Gary Berger

None

R. Emergency Management - Amy Nehls & Joe Meagher

1a. All-Hazard Mitigation Plan Update

Joe and Lenora (EPTEC) will be working on updating the plan, with the anticipation of having it complete by mid 2013.

2b Uniform Crisis Response Plan for Schools - School Incident Preparation

Joe reported on a successful table top exercise with the schools last fall, PIO training in April, and looking forward to functional exercises in May.

3c. Ashippun tower

The tower is complete and fully operational. A co-location contract has been signed with US Cellular.

10. Set Next Meeting Date

The next meeting is scheduled for Wednesday, July 17, 2013, at 1:00 p.m. The location of the meeting will be in the Dodge County EOC.

11. Adjournment

Motion made by Aaron David, second by John Haase to adjourn the meeting. **Motion Carried**. The meeting adjourned at 1:45 p.m.

Respectfully Submitted,

Joe Meagher l

Emergency Coordinator

Disclaimer: The above minutes may be approved, amended, or corrected at the next committee meeting.